MINUTES OF ANNUAL CONFERENCE OF PUBLICATION COMMITTEE.

MAY 9, 1911.

I. Prayer Calendar for 1912.

Sense of meeting that texts of Scripture be inserted as heretofore.- Miss Crowell, The committee prefer the printing should be done by one who has had experience with the calendar printing. Edition 15, 000.

II. Praise Service for 1911.

Moved that this be left to Miss Crowell.

III. Program for Sunday Schools.

Mrs. Walker correspond in regard to subject and the one who will prepare it.

IV. Maps.

The map presented does not seem to meet the want. We suggest investigating Rand and McNally's maps, sectional if they have them. The committee heartily approve of procuring maps, but desire them large enough to be seen across a Sunday School room.

V. Navy Hill Missionary Box.

The committee do not see their way clear to order these.

VI. Moved that the request of office be granted and that articles in "Home Mission Monthly" by Prof. Childs and Miss McKee be put in leaflet form.

VII. Thoughts for Devotional Meetings.

If there is a call for this, that is if it would be salable the committee will recommend its publication.

VIII. Reprints.

To be left with Mrs. Pingry and Miss Rue.

SCHEDULE OF IMMEDIATE NEEDS OF LITERATURE DEPARTMENT.

Prayer Calendar 1912.

We should print an edition of 15,000 copies.

A young people's worker in Jersey City Presbytery expresses special appreciation of the Prayer Calendar but regrets that the Scripture verses and little inspirational quotations have been omitted from the issue for 1911. She hopes the Boards will put them in another year. (Caller in office October 29, 1910.) Similar requests have come from other sources.

"As for the Home Mission Prayer Calendar, I am disappointed that the Bible verses for each day are omitted. For the year 1909 the calendar was greatly enrished by the daily texts in tune with a special theme for each month." (Letter #9931.)

Home Mission Topics 1912.

May the March topic include "The Machinery of Home Missions" - a study in organization and methods?

Praise Service 1911.

Regarding Service for 1910 - Letter 9754.
Thank you for copies of Praise Service received. It is singularly beautiful, the best ever, it seems to me.

Sunday School Helps.

Thanksgiving Program 1911.
What special field will be treated?

Maps.

Our department is in special need of a map locating mission schools as now we have only maps to loan societies. Mr. E.C. Bridgman, a manufacturer, has rendered an estimate on a colored muslin map of the United States, 38 X 60 inches, on which all of our mission schools will be accurately located at a cost of 50 cents each for an edition of 2000. A smaller order would cost proportionately more and a larger order less. This map cannot include Cuba and Porto Rico, but Alaska may appear as an inset in the lower left hand corner.

"Mary Hill Missionary Literature Box".

Mrs. Hill of Minneapolis has used this box most successfully throughout her own presbyterial society and now other presbyterial organizations and other denominations are adopting the idea. Our printer has supplied estimates as to the probable cost of reproducing the "Box".

The attractive leader's box is a newly developed feature of Mrs. Hill's work and we have figures as to the cost of its publication also.

It seems only proper that our own church and board should accept and adopt plans which have proved their worth before other denominational societies use them. The Southern Presbyterian, the Congregational and Episcopal people are already asking to use them.

Shall Reprints of the Following be Ordered?

Copies in stock.

300 ——— Asheville Farm School
50 ——— Constitution Sunday School Missionary Society
200 ——— Little Argument With Myself
400 ——— Little Leaven
200 ——— Mahalar's Smartin' Up
100 ——— Message of an Alaskan Life
150 ——— Our Greatest National Inheritance
300 ——— Parliamentary Rules
50 ——— Pictures from Our New Mexican Mission Field
50 ——— Presbyterian Pioneers
300 ——— Story of a Gift
300 ——— Stray Lamb Folded
out ——— Experience of Chilcat George
out ——— John Eliot
out ——— From Within One Heart
out ——— Woman's Club of National Interest
out ——— Her Son

TERMS ON WHICH LITERATURE IS SENT.

I. Secretaries of literature who will be responsible for them may order Text Books and Prayer Calendars with the privilege of returning copies remaining unsold. In order to receive credit for such copies they must be returned in perfectly salable condition within 30 days from date of bill, and transportation both ways must be paid by the parties placing the order.

It is inferred that persons ordering supplies will exercise only best judgment in selecting titles and in stating quantities desired, therefore credit will not be allowed on more than one third of the returnable literature charged on a bill. Credit cannot be given on publications that are not included in the bill. When payment covering an order accompanies it, it is understood that literature will not be returned. When literature is returned a letter giving an itemized statement of the contents of the parcel should be sent by mail at the same time. Literature that does not appear new or has been marred in any way by lead pencil or finger marks cannot be credited because it is rendered unfit for our sales tables. Leaflet publications, the price of which is less than ten cents per single copy, are not returnable.

II. Societies should exercise care not to return to our department literature intended for Boards located in other cities as it cannot be forwarded.

III. A discount of twenty per cent is allowed to synodical and presbyterial secretaries of literature on all orders for leaflets amounting to $1.50 or more. The Prayer Calendar and Text Books for study are not subject to discount. When a discount is allowed transportation is always added to the bill. In case of no discount transportation is met by the Literature Department.

SYNODICAL AND PRESBYTERIAL FILES.

IV. Our Woman's Board of Home Missions supplies without charge a complete file of its leaflet publications to each synodical and presbyterial society.

but because of the large financial outlay required to do this, pamphlet and book publications exceeding ten cents in price are not included in such files. These files are held in trust by the synodical and presbyterial secretaries of literature as an essential aid to their work and when new officers are elected they are transferred intact. Leaflets loaned or lost must be replaced at the expense of the society to which the file belongs.

Accepted by Publication Committee of
Woman's Board of Home Missions - May 1910.